



## *2018-2019 Off-Campus Lunch Rules*

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Please note the following stipulations regarding lunch passes:

1. The lunch pass is the property of Leesville Road High School and may be revoked at any time in cases of inappropriate use, including excessive tardies.
2. A student who leaves campus must follow the checkout procedure if he/she is unable to return to class. The procedure involves having the student's parent/guardian contact the school attendance office immediately after determining that the student cannot return to school following lunch.
3. Providing transportation to students who do not have lunch passes is prohibited and may result in revocation of lunch pass.
4. **Exit and entry of the campus must take place from the student parking lot.** The lunch pass is expected to be displayed each day the student leaves campus.
5. Duplicate lunch passes will be issued through the main office. The cost is **\$10.00** to replace it and must be paid online. However, a one week time frame will be observed before a duplicate lunch pass will be issued. All requests for a duplicate lunch pass must be accompanied by a written parental request with a working contact number and a receipt of payment.
6. The lunch pass allows the junior or senior to leave campus during his/her regularly-scheduled lunch period, provided he/she has the lunch pass in his/her possession at the time.
7. The student and parent are responsible for transportation to and from campus during lunch periods.
8. The school assumes no liability for any accident or injury incurred in the exercise of using this lunch pass.
9. **Students exercising off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day adopted by the Wake County School Board and Leesville Road High School.**
10. Littering on public or private property will result in the revocation of the lunch pass and disciplinary action.